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RESOLUTION TO APPROVE THE INTERLOCAL AGREEMENT: MACOMB AREA COMMUNITIES FOR REGIONAL OPPORTUNITIES (MACRO)

Moved by _____, and seconded by _____, that the City Council adopt the following resolution:

WHEREFORE, in the current economic climate, governmental entities at all levels are facing unprecedented financial challenges that are threatening to compromise or eliminate the delivery of core public services;

WHEREFORE, to meet these challenges and assure the continued delivery of public services to residents and businesses, governmental agencies must be innovative and efficient;

WHEREFORE, one means to achieve both innovation and efficiency is through intergovernmental cooperation, which dissolves artificial boundaries that lead to wasteful duplication of services, and creates an environment conducive to economies of scale;

WHEREFORE, recognizing that only through study and dialogue will the most beneficial innovations and efficiencies be identified and exploited, it is imperative that governmental agencies engage one another at this critical time;

WHEREFORE, it is with this purpose in mind that the City of Roseville lends its support to the formation and mission of MACRO;

WHEREFORE, as a founding member of MACRO, the City of Roseville will be well positioned to meet the potential mandate by the State of Michigan that future distributions of revenue sharing and other forms of state aid be tied to demonstrated efficiencies achieved through intergovernmental cooperation;

WHEREFORE, because the population of the municipalities serving as founding members of the MACRO comprises more than fifty percent of the total population of the County of Macomb, there is great potential to achieve the objective of preserving and delivering core public services in an efficient and cost-effective manner;

NOW, THEREFORE, BE IT RESOLVED, that the City of Roseville supports the formation and mission of the MACRO as a founding member.

BE IT FURTHER RESOLVED, that the City of Roseville approves the Interlocal Agreement: Macomb Area Communities for Regional Opportunities (MACRO), and authorizes the Mayor and City Clerk to execute the Agreement on its behalf.

AYES: _____

NAYS: _____

ABSENT: _____

This resolution was adopted at a regular meeting of the City Council held on the ____ day of July, 2013.

IN WITNESS WHEREOF, I have set my official signature, this ____ day of July, 2013.

Richard Steenland
City Clerk

INTERLOCAL AGREEMENT

MACOMB AREA COMMUNITIES FOR REGIONAL OPPORTUNITIES (MACRO)

This Interlocal Agreement is entered into pursuant to the Urban Cooperation Act, 1967 PA 7 (Act 7), by the parties to establish the Macomb Area Communities for Regional Opportunities (MACRO). Each party is a public agency as defined in Act 7 with the power to carry out the programs described in this Agreement.

1. Establishment and Purpose. The Macomb Area Communities for Regional Opportunities (MACRO) is established as a separate legal entity by resolution of each party to this Agreement. MACRO shall be a public body corporate under Section 7 of Act 7, MCL 124.507(1), having the powers granted in this Agreement, subject to the limitations in this Agreement. Its fiscal year shall be from January 1st through December 31st. The purpose of MACRO is to research, recommend, and raise funds for the implementation of service sharing opportunities between the parties, to advance service sharing concepts, to collaborate with stakeholders and legislators, to pursue grant funding, and to thereby reduce the costs of providing various municipal services. MACRO shall consist of the same number of voting members as there are parties to this Agreement.

2. Definitions. As used in this Agreement, the following terms shall have the following meanings:

a. "Member" refers to an individual who has been designated by a party to serve on the MACRO Administrative Board as the party's voting representative.

b. "Party" refers to a municipal corporation that has approved and subscribed to this Agreement in order to designate a member of the MACRO Administrative Board.

c. "Voting representative" refers to a member of the MACRO Administrative Board who has been designated by a party to represent that party on the MACRO Administrative Board.

3. Administrative Board.

a. An Administrative Board is established to administer this Agreement. The membership of the Administrative Board is comprised of a representative designated by each party to be its voting member of MACRO. The Board shall be a public body corporate under Act 7. Each party shall appoint one voting representative to MACRO. Cumulatively, all of the voting representatives of the parties will be the members of the MACRO Board. Within 30 days of the execution of this Agreement, each party shall, in writing, designate its voting representative. The representative shall serve at the pleasure of the party and any change in the designation of the representative shall be made by the party in writing. Representatives will not receive compensation from MACRO.

b. Each party may appoint one alternate representative to MACRO. The alternate representative may attend meetings, but may only participate in deliberations and vote in the absence of the voting representative. The alternate representative will serve at the pleasure of the party and any change in the designation of the alternate member shall be communicated in writing by the party.

c. The Board will designate a Chairperson from among the participating parties who, upon acceptance, will be responsible for coordinating meetings, providing notice of meetings to each party, serving as custodian of records, and otherwise fulfilling administrative responsibilities as provided under this Agreement or otherwise established by the Board.

d. The Board will also designate a Vice-Chairperson, who shall preside at all meetings at which the Chairperson is absent. An alternate member shall not serve in the absence of the Chairperson or Vice-Chairperson. In the event that both the Chairperson and Vice-Chairperson are absent from a meeting, the members in attendance shall choose a member who is present to preside at the meeting.

e. The Board will also designate a Secretary, who shall keep or cause to be made all minutes of each MACRO meeting. Minutes will be distributed by the Secretary to each member for review by each party's chief executive officer.

f. The Board will also designate a Treasurer, who shall have custody of all MACRO funds. The funds shall be deposited, invested, and or disbursed by the Treasurer as directed by the Board and in accordance with applicable law. The Treasurer shall keep complete and accurate financial reports as required by this Agreement or applicable law. The Treasurer shall make a full and complete financial report to the parties of all the financial transactions and affairs of MACRO within thirty (30) days of the end of each fiscal year.

g. The Chairperson, Vice-Chairperson, Secretary, and Treasurer (collectively, the "Officers") will serve for one calendar year, commencing January 1st, except the first representative serving in each position shall also serve that fraction of the calendar year between election and December 31st in addition to the subsequent calendar year. No Officer may serve two consecutive terms in the same Officer position but any member may serve more than one term in any Officer position. An Officer may resign from the Officer position at any time, but the Officer's employing Party is responsible to turn over any documents, proceeds, and all other records of the Board or pertaining to this Agreement to the Officer's successor, or any other designee determined by the Board.

h. The Board will establish rules of procedure and any other necessary or convenient policies or protocols for its meetings, provided such rules, policies, or protocols are not in conflict with this Agreement. Until then, Robert's Rules of Order, as most recently revised, may serve as the parliamentary authority for all MACRO Board meetings.

i. The Board will meet at least monthly and shall establish a regular meeting schedule each January for the ensuing calendar year. Each member shall receive seven

(7) days written notice of all regular meetings and two (2) days written notice of all special meetings, unless the Board's rules of procedure provide otherwise. Special meetings may be called by the Chairperson or by the number of members specified in the Board's rules of procedure for calling a special meeting. The Board shall adopt official recommendations or take action by vote of a majority of the members of the Board who are present at any regular or special Board meeting, unless the Board adopts rules of procedure requiring a higher voting threshold. Each party shall have only one (1) vote.

j. Meetings of the Board shall be held in accordance with the Open Meetings Act.

4. Powers and Restrictions. MACRO is a separate legal entity and shall have those powers set forth in Section 7 of Act 7 and all additional powers set forth here, subject to all of the restrictions set forth in Act 7 and set forth here:

a. MACRO may make and enter into contracts.

b. MACRO may contract with agencies or others as it may determine necessary to assist with the execution and implementation of research, funding applications, budgeting, and other tasks delegated by the Board. Personnel contracted by MACRO shall serve at the pleasure of MACRO subject to applicable law.

c. MACRO may cooperate with a public agency, an agency or instrumentality of that public agency, or another legal or administrative entity created by that public agency under Act 7.

d. MACRO may research, gather facts, review, and recommend regional cooperation concepts, ideas, programs, and options.

e. MACRO may apply for, accept, and spend grant funds, donations, contributions, volunteer work, and other assistance to carry out MACRO functions or obligations, from any source, public or private. A complete record of all funds received from any source shall be maintained and made part of the annual financial report.

f. MACRO may compile all documents and information necessary for the parties to this Agreement to execute other intergovernmental agreements, although the actual execution of any such agreements shall remain in the sole discretion of each party's executive and legislative authorities, and no action of MACRO may bind any party without the written concurrence of that party's executive or legislative authority.

g. MACRO may contract for services or purchases deemed necessary and convenient for the exercise of MACRO's powers and to achieve MACRO's purposes, so long as funds have been budgeted and are available.

h. MACRO may not levy any type of tax or issue any type of bond in its own name, or in any way indebt a member participating in this Agreement.

i. MACRO may not unilaterally create any binding obligations for any party to the Agreement. Any undertaking by MACRO that would create an obligation for a party,

financial or otherwise, must first be approved by the governing body of that party in order for the party to be bound.

5. Costs. Each party to this Agreement shall be responsible for its own costs, if any, while a party to this Agreement. Any personnel, resources, equipment, or services that any party provides under this Agreement will be provided at the sole cost and expense of that party, with no expectation of reimbursement by MACRO or another party, unless the MACRO Board or the other party (or parties) approves reimbursement.

6. Liability. Each party shall be responsible for the acts and omissions of its own representatives, regardless of whether the representative was acting on behalf of the party, MACRO, or both. However, nothing in this Agreement shall be deemed to diminish the governmental immunity attributable to any party or its representatives.

7. No Employment Relationship. This Agreement does not create or imply any employer-employee relationship between MACRO and employees or representatives of the parties to this Agreement. Participation as a member of the MACRO Board shall not be deemed to be or imply an employment relationship between MACRO and its Board member.

a. Nothing in this Agreement shall imply or create any duty or responsibility to comply with a collective bargaining agreement of a party, or to create any right to insurance or any other employment right of a party's employee from another party to this Agreement. No employee or representative of any party shall be deemed to have become an employee of another party or to be covered by any insurance or pension plans of another party due to the employee's or representative's participation in the performance of this Agreement.

b. Likewise, each party shall be responsible for any employment-related claims made by its employees or representatives, including but not limited to claims related to worker's compensation, insurance rights or liabilities, and unemployment compensation.

8. Insurance. Each party shall carry general comprehensive liability insurance by an insurance carrier licensed to do business in the State of Michigan, or shall be self-insured, with the capability to cover liability that may arise from services or activities contemplated under this Agreement.

9. No Implied Duties. Nothing in this Agreement shall imply a duty for a party to levy additional taxes, appropriate funds, or enter into specific terms of a collective bargaining agreement in order to effectuate this Agreement.

10. Additional Members. Additional municipalities may become members of MACRO upon written request by the municipality and with the approval by resolution adopted by the municipality's legislative body. The total number of voting representatives in MACRO will be increased by one for each additional party. The additional party will designate its voting representative and alternate representative to MACRO within 30 days of the additional party's execution of this Agreement. MACRO

may establish conditions of membership. No municipality can become a party to this Agreement until all of the following have occurred:

a. MACRO has adopted a resolution approving the request.

b. A copy of this Agreement, as amended by the addition of the municipality, has been filed as set forth in Section 8 of this Agreement or otherwise as required by Act 7.

11. Withdrawal of a Party. Any party may withdraw from MACRO at any time upon written notification to that effect from the party. A party that fails to attend or participate in three (3) consecutive Board meetings shall be deemed to have withdrawn unless the Board adopts rules of procedure to govern constructive withdrawal for non-participation.

12. Dissolution. MACRO shall be considered dissolved upon the majority vote of the entire Board. MACRO shall be considered automatically dissolved upon the expiration of five (5) years from the effective date of this Agreement, unless a majority of the parties to the Agreement approve a five (5) year extension by resolution or other written concurrence. Each five (5) year extension may subsequently be extended for another five (5) years if approved by a majority of the parties to the Agreement by resolution or other written concurrence.

13. Amendments. This Agreement may be amended by written agreement of all the parties.

14. Effective Date. This Agreement shall be effective as of the later of the date of filing of an executed copy of this Agreement with the Michigan Secretary of State, Great Seal Division, and the Macomb County Clerk.

By their signatures, the undersigned represent that they are duly authorized to sign this Agreement on behalf of, and to bind, their respective municipalities, and the municipalities listed hereafter shall constitute the membership of MACRO upon their respective execution of this Agreement:

[Individual Municipal Signature Pages Follow]

City of Center Line

Date: _____

By: _____

Its: _____

Date: _____

By: _____

Its: _____

Clinton Township

Date: _____

By: _____

Its: _____

Date: _____

By: _____

Its: _____

City of Eastpointe

Date: _____

By: _____

Its: _____

Date: _____

By: _____

Its: _____

City of Fraser

Date: _____

By: _____

Its: _____

Date: _____

By: _____

Its: _____

Charter County of Macomb

Date: _____

By: _____

Its: County Executive

Date: _____

By: _____

Its: Chair, Board of Commissioners

City of Mount Clemens

Date: _____

By: _____

Its: _____

Date: _____

By: _____

Its: _____

City of Roseville

Date: 6-25-13

By: _____

Its: Mayor

Date: 6-25-13

By: _____

Its: City Clerk

Shelby Township

Date: _____

By: _____

Its: _____

Date: _____

By: _____

Its: _____

City of St. Clair Shores

Date: _____

By: _____

Its: _____

Date: _____

By: _____

Its: _____

City of Sterling Heights

Date: _____

By: _____

Mark D. Vanderpool

Its: City Manager

Date: _____

By: _____

Mark Carufel

Its: City Clerk

City of Utica

Date: _____

By: _____

Its: _____

Date: _____

By: _____

Its: _____

City of Warren

Date: _____

By: _____

Its: _____

Date: _____

By: _____

Its: _____

ADDITIONAL PARTICIPATING PARTY

_____, with the approval of its local governing body, agrees to participate as a Party to, and for the remaining duration of, the foregoing Interlocal Agreement: Macomb Area Communities for Regional Opportunities (the Agreement), and agrees to and accepts all terms of the Agreement.

_____ (community):

Date: _____

By: _____

Its: _____

Date: _____

By: _____

Its: _____

**RESOLUTION TO DESIGNATE VOTING REPRESENTATIVE AND ALTERNATE TO
SERVE AS A MEMBER OF THE MACOMB AREA COMMUNITIES FOR REGIONAL
OPPORTUNITIES (MACRO) BOARD OF DIRECTORS**

Moved by _____, and seconded by _____,
that the City Council adopt the following resolution:

WHEREFORE, the City Council has approved the Interlocal Agreement: Macomb Area
Communities for Regional Opportunities (MACRO); and

WHEREFORE, each party to the MACRO Interlocal Agreement is required to designate one
(1) voting representative and one (1) alternate to serve as a member of the MACRO Board of
Directors;

NOW, THEREFORE, BE IT RESOLVED, that _____ and
_____ are designated as the representatives of the City of Roseville for
purposes of participating in the meetings of the MACRO; provided, however, that the representatives
do not by reason of their designation have authority to bind the City of Roseville to any agreement
without formal approval by the City Manager and/or City Council.

AYES: _____

NAYS: _____

ABSENT: _____

This resolution was adopted at a regular meeting of the City Council held on the ____ day of
July, 2013.

IN WITNESS WHEREOF, I have set my official signature, this ____ day of July, 2013.

Richard Steenland
City Clerk

BUDGET ADOPTION RESOLUTION

_____ moved, _____ seconded, to adopt the following budget resolution:

WHEREAS, Section 8.6 of the City Charter for the City of Roseville provides that a budget shall be adopted for each fiscal year and that said budget shall be adopted by the City Council of said City in the form of a resolution; and,

WHEREAS, such Section 8.6 also states that such resolution shall provide for an appropriation of money budgeted for municipal purposes during the next fiscal year succeeding said resolution's adoption; and,

WHEREAS, such Section 8.6 of said City Charter also provides that such resolution shall determine the amount of revenue to be raised by taxation; and, _____

WHEREAS, under said Section 8.6 it is incumbent upon the said City Council for the City of Roseville now to provide a budget for the fiscal year from July 1, 2013 to June 30, 2014; and,

WHEREAS, a properly drafted and proposed budget has been submitted to the City Council in compliance with the requirements contained in Chapter 8 of the said City Charter, and in compliance with requirements of Public Act 621 of 1978; and,

WHEREAS, such budget proposal, together with all supporting schedules and the City Manager's budget statement, has been duly filed with the City Council and become a matter of public record, available for public inspection with the City Clerk and the Roseville Public Library; and,

WHEREAS, such proposed budget hearing has been advertised in the Macomb Daily Newspaper on April 10, 2013, and a public hearing held on April 23, 2013 as required by statute and other regulations; and,

WHEREAS, the proposed budget as approved by the City Council reflects a total millage levy of 22.8494 mills as detailed in the budget document; and,

WHEREAS, such millage is in accordance with Public Act 5 of 1982; and,

BE IT RESOLVED, that the total amount of money required and set forth by the terms of said proposed budget attached hereto, said sum being \$16,226,537 or 19.0391 mills for General Operating; \$2,193,584 or 2.5738 mills for Refuse Collection; \$201,563 or .2365 mills for Debt Service; \$852,274 or 1.0 mills for Chapter 20 Drain, shall be provided for the fiscal year herein above-stipulated by the levying of taxes by the said City of Roseville upon the real and personal property within such City, including a property tax administrative fee of 1%, to be used for the cost incurred in the administration and collection of property taxes by such departments as the Assessor's, Treasurer's, Purchasing and Controller's; and,

BE IT RESOLVED, that the total amount of money required and set forth by the terms of said proposed budget attached hereto, said sum being \$852,274 or 1.0 mills for Roseville Public Library under P.A. 164, shall be provided for the fiscal year herein above-stipulated by the levying of taxes by the said City of Roseville upon the real and personal property within such City, including a property tax administrative fee of 1%, to be used for the cost incurred in the administration and collection of property taxes by such departments as the Assessor's, Treasurer's, Purchasing and Controller's; and,

BE IT RESOLVED, that the total amount of money required and set forth by the voter approved levy under P.A. 32 effective November 8, 2011 hereto, said sum being \$852,274 or 1.0 mills for Roseville-Eastpointe Recreation Authority, shall be provided for the fiscal year herein above-stipulated by the levying of taxes by the said City of Roseville upon the real and personal property within such City, including a property tax administrative fee of 1%, to be used for the cost incurred in the administration and collection of property taxes by such departments as the Assessor's, Treasurer's, Purchasing and Controller's; and,

BE IT FURTHER RESOLVED, that the budget summaries as presented can be approved as set forth in the said 2013/2014 City Budget document; and,

BE IT FURTHER RESOLVED, that the City Council hereby adopts the 2013/2014 budget as shown in the budget documents however, for monthly reports to the City Council, the amounts in the budget documents reflected by City departments will be used for comparative reporting purposes; and,

BE IT FURTHER RESOLVED, that the water rate and sewer rates be revised from the rates originally approved on April 30, 2013: to reflect the combined Ready to Serve Charge for each customer connection remains at \$15.69; that the water rate for each unit remains at \$1.17 per unit; that the combined rate for sewer treatment be revised from \$3.75 to \$3.64 per unit and that the rate for the combined local operating maintenance remain at \$1.30 per unit; this rate change supports a part of the revenue needed to cover the operations of the Water Department;

BE IT FURTHER RESOLVED, that the City Manager is authorized to make budgetary transfers within the appropriation centers established through this budget not exceeding \$1,000 and that all other transfers between appropriation centers may be made only by further action of the City Council pursuant to the provisions of the Michigan Uniform Accounting and Budgeting Act; and,

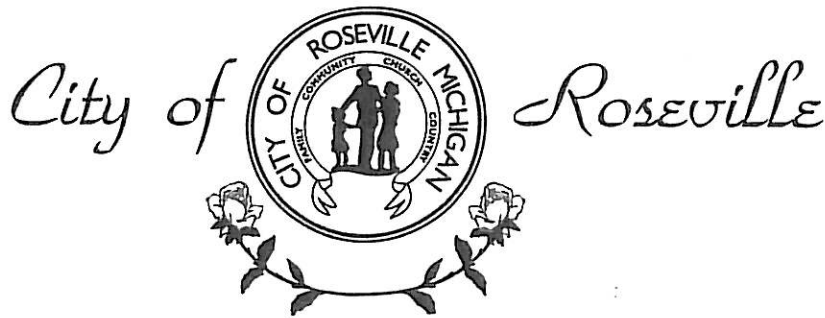
THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Roseville, Macomb County, Michigan, that the proposed budget, as presented, together with the Manager's budget letter, supporting schedules, statements, budget summaries and related documents, if any, appended thereto, incorporated herein and by reference made part thereof, and as modified by the City Council, be and the same hereby is adopted as the budget for the City of Roseville for the fiscal period from July 1, 2013 to June 30, 2014.

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MAYOR
JOHN CHIRKUN

MAYOR PRO TEM
ROBERT TAYLOR

CITY COUNCIL
SALVATORE AIUTO
JAN HAGGERTY
COLLEEN MCCARTNEY
BILL SHOEMAKER
MICHAEL SWITALSKI



CITY MANAGER
SCOTT A. ADKINS

CITY CLERK
RICHARD M. STEENLAND

CITY TREASURER
CATHERINE J. HAUGH

Dear Retiree,

Since 2007 the City of Roseville has seen a 47.2% drop (from \$1,621,750,032 to \$857,112,152) in its assessed value as the affects of the state and nationwide recession have taken its toll on the city. During this period the city has made drastic changes to reduce the budget. The 2013-2014 budget has 83 less full time employees than were in the 2006 budget. Further, employees have taken major concessions to wages and benefits and the total budget for 2013-14 is over \$7 million dollars less than the equivalent budget from 2007. During the 2013-2014 budget deliberations the City Council approved moving retirees currently on the fixed \$2 prescription drug co-pay to \$5-\$10 co-pay (\$5 generic & \$10 brand name). This change will become effective beginning in January of 2014. In return the city is offering a \$400 dental benefit (details attached). We realize that for some retirees moving from the \$2 to a \$5-\$10 co-pay drug program may be a hardship and City Council wants to make sure those that truly do need the \$2 Rx benefit continue receive it.

Therefore we have created a hardship exemption provision for those that qualify. You must have retired with 20 or more years of eligible years of service credit to continue receiving the \$2 Rx benefit. The application for the exemption is on the reverse side of this letter. **This simple application must be returned to the city by September 30, 2013 with a completed copy of your 2012 federal income tax return.** *Tax returns must be included for all who are listed as contributing to household income on the application.* **Retirees that apply for and are qualified will continue on the \$2 Rx program but will not receive the dental benefit.**

For those that do not qualify for or do not wish to apply for the exemption there is nothing to do as your prescription co-pay will change automatically. Your new dental benefit will begin at the same time as your new \$5-\$10 Rx benefit (January 1, 2014). Retirees not qualified currently can re-apply during the 2014 open enrollment period.

Information about your new dental benefit is included in this letter. Contact the Purchasing Department at 586-445-5425 if you have any additional questions regarding this new program. The city will adjust the guidelines annually so that retirees who do not qualify at this time may become eligible in the future. **The city reserves the right to ask qualified retirees to re-apply should the guidelines change in the future.**

(Over)

29777 GRATIOT, P. O. BOX 290 • ROSEVILLE, MICHIGAN 48066-9021

FAX (586) 445-5402 • TDD: 445-5493

www.roseville-mi.gov

Bldg. Inspections 445-5450
City Assessor 445-5430
City Clerk 445-5440
City Manager 445-5410
Code Enforce 445-5447

Community Develop 445-5423
Controller 445-5417
Dist. Court 773-2010
D.P.W. 445-5470
Engineering 445-5445

Fire 445-5444
Housing 778-1360
Library 445-5407
Personnel 445-5412
Police 775-2100

Purchasing 445-5425
Recreation (Parks) 445-5480
Senior Center 777-7177
Treasurer 445-5420
Water (Billing) 445-5460
Water (Garage) 445-5466

The 2013 income guidelines for receiving the \$2 Rx card are as follows;

<u>Persons in family/household</u>	<u>Federal hardship guideline</u>	<u>Plus 30%</u>	<u>Min to qualify for \$2 Rx</u>
1	\$11,490	\$3,447	\$14,937
2	\$15,510	\$4,653	\$20,163
3	\$19,530	\$5,859	\$25,389
4	\$23,550	\$7,065	\$30,615
5	\$27,570	\$8,271	\$35,841
6	\$31,590	\$9,477	\$41,067
7	\$35,610	\$10,683	\$46,293
8	\$39,630	\$11,889	\$51,519

For families/households with more than 8 persons, add \$4,020 for each additional person.

\$2 Retirement Health care Prescription Co-payment Application

Applicant Information (Retiree receiving benefit)

Last Name:	First Name:	M/I:
Date of Birth:	SSN:	
Address 1:		
Address 2:		
City:	State:	Zip Code:

Other (Spouse or Other Person Contributing to Household Income):

Last Name:	First Name:	M/I:
Date of Birth:	SSN:	

Is Spouse or Other Person Contributing to Household income also a Roseville Retiree (Y/N)?:

Number of Individuals Living in Household, including students:

Number of Individuals contributing to household income:

REMEMBER, A COPY OF YOUR COMPLETE 2012 FEDERAL INCOME TAX RETURN MUST BE RETURNED WITH THIS APPLICATION TO BE CONSIDERED FOR ELEGIBILITY.

**The information provided is confidential and will be used solely for the purpose of determining eligibility.*

I certify that all the information on this application is true and that all household income has been reported. I understand that I must provide supporting tax filing documents and that the information reported may verified. I further understand that if I purposely give false information, my application will be declined and I will not receive the \$2 co-pay Rx prescription as offered by the City of Roseville.

Signature: X _____

Print Name: _____ Date: _____

City of Roseville

Memo

To: Scott Adkins, City Manager
From: Paul VanDamme, Purchasing Assistant
CC: Bob Cady, Assistant City Manager
Date: June 13, 2013
Re: Single Source Vendor, Digital Copier

Attached is a quote for two Konica Minolta C454 digital copiers and recommended optional accessories, AEPA Cooperative Purchasing Contract number AEPA IFB# 009 D and purchase and lease pricing comparisons provided by Mr. Cady. The quotation is from Konica Minolta Business Solutions of Auburn Hills in the amount of \$21,954. As an AEPA Contract Holder this gives the City of Roseville, under Cooperative Purchasing to use Konica Minolta Business Solutions as the single source vendor for the purchase of these copiers.

Maintenance contract is a cost per copy program. All inclusive complete maintenance and all consumable supplies. Cost per copy remains firm for the duration of the contract: \$0.0125 for B & W and \$0.0724 for color per copy. The two copiers meet specifications and will be replacing the two six year old Konica Bizhub C450 copiers in the Manager's Office and Purchasing Department. Based on Mr. Cady's attached comparisons, a 48 month lease/purchase would have an interest rate of 13.25% and to purchase the two copiers there would be a net cost of \$3,188.70. Based on this pricing it would be in the City's best interest to purchase these copiers instead of leasing them.

The City has purchased copiers and maintenance contracts with Konica Minolta Business Solutions in the past. One copier will be funded by the Water Department Fund and the other out of the General Fund. Council will have to approve the purchase of the two digital copiers in the amount of \$21,954 due to it being a single source vendor.

If you have any questions please contact Mr. Cady or myself.

attachments